



# TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

---

VOL. 62

Caroni, Trinidad, Monday 12th June, 2023—Price \$1.00

No. 91

---

840

## SUPPLEMENT TO THIS ISSUE

THE DOCUMENT detailed hereunder has been issued and is published as a Supplement to this issue of the *Trinidad and Tobago Gazette*:

*Legal Supplement Part B—*

Economic Sanctions (Implementation of United Nations Security Council Resolution 2653 (2022) on the Republic of Haiti) Order, 2023—  
(Legal Notice No. 168 of 2023).

---

841

## APPOINTMENT TO ACT AS MINISTER OF NATIONAL SECURITY

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in her by section 79(2) of the Constitution of the Republic of Trinidad and Tobago, has appointed MARVIN GONZALES, a member of the House of Representatives who is a Minister to act in the office of the Honourable Fitzgerald Hinds, Minister of National Security with effect from 5th June, 2023 and continuing during the absence from Trinidad and Tobago of the said the Honourable Fitzgerald Hinds M.P., in addition to the discharge of his normal duties.

C. JACKMAN-WALDRON  
*Secretary to Her Excellency  
the President*

6th June, 2023.

---

842

## APPOINTMENT TO ACT AS MINISTER OF SPORT AND COMMUNITY DEVELOPMENT

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in her by section 79(2) of the Constitution of the Republic of Trinidad and Tobago, has appointed RANDALL MITCHELL, a member of the Senate who is a Minister, to act in the office of the Honourable SHAMFA CUDJOE, Minister of Sport and Community Development, with effect from 6th June, 2023 and continuing during the absence from Trinidad and Tobago of the said the Honourable Shamfa Cudjoe, M.P., in addition to the discharge of his normal duties.

C. JACKMAN-WALDRON  
*Secretary to Her Excellency  
the President*

6th June, 2023.

## **GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO**

# **UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD & TOBAGO**

### **In compliance with Sections 7, 8, and 9 of the Freedom of Information Act, 1999 (FOIA)**

In accordance with Sections 7(1)(b), 8(2)(b), & 9(2)(b) of the Freedom of Information Act 1999 (FOIA), the Public Authority is required by Law, to publish the following Statements which list the documents and information generally available to the public. The Act gives members of the public:

1. the legal right for each person to access information held by the public authority: The Medical Board of Trinidad & Tobago;
2. the legal right for each person to have official information relating to him/herself, amended where it is incomplete, incorrect or misleading;
3. a legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA; and,
4. a legal right to complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

## **FREEDOM OF INFORMATION ACT**

### ***Section 7 (1) (a) (i)***

#### **Function and Structure of the Medical Board of Trinidad and Tobago:**

The Medical Board of Trinidad and Tobago was established by the Medical Ordinance 1887 and continued under the former Ordinance by an Act of Parliament, Chapter 29:50 in the Revised Laws of the Republic of Trinidad and

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

Tobago. The Medical Board of Trinidad and Tobago is independently funded through the payments made by members of the Board. The Medical Board of Trinidad and Tobago while autonomous in its actions, does perform a statutory function to ensure public safety in the practice of medicine. The Council of the Medical Board of Trinidad and Tobago is comprised of eleven (11) members:

- a. The Chief Medical Officer of the Ministry of Health;
- b. One (1) member nominated from the Law Association of Trinidad and Tobago;
- c. One (1) member nominated from the Inter Religious Organization;
- d. One (1) member from the Association of Certified Chartered Accountants;
- e. One (1) member nominated from the University of the West-Indies;
- f. Two (2) medical doctors nominated by the Minister of Health;
- g. Four (4) medical doctors elected from among its Board members.

There are four (4) Executive Council positions which are:-

- a. President;
- b. Vice-president;
- c. Secretary;
- d. Treasurer.

The Secretary of the Council of the Medical Board of Trinidad and Tobago manages the lay staff of the secretariat.

The function of the Medical Board of Trinidad and Tobago is primarily twofold:

1. a regulatory function; and
2. a disciplinary function.

Secretariat:

- Council Meetings;
- Tribunals;
- Board Meetings;
- Records Management;
- Building Maintenance;
- Policy implementation;
- Register of Medical Doctors of Trinidad and Tobago.

Finance /Information Technology:

- Record of Revenue and Expenditure;
- Receipt of monies for Registration – of all classes;
- Preparation of monthly and annual financial statements.

Operations:

- Maintenance of the Medical Board's website – [www.mbt.org](http://www.mbt.org);
- Maintenance of a National Medical Human Resource Database;
- Conduct of investigations of complaints lodged with the MBTT;

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

- Conduct of disciplinary tribunals; and
- Execution of disciplinary sanctions;
- Determination of a Code of Ethics and Regulations pertaining to the practice of the profession of Medicine in Trinidad and Tobago;
- Establishing systems of recognition and reciprocity with other Medical Boards and International Regulatory Bodies;
- Membership on the Caribbean Association of Medical Councils;
- Setting professional standards for the local Medical Profession;
- Overseeing the period of internship for new medical graduates;
- To establish a program of Continuing Medical Education in compliance with the Medical Board (Amendment) Act, 2007;
- To establish a Medical Specialist Register in compliance with the Medical Board (Amendment) Act, 2007;
- Liaising with local and regional Medical training institutions and with local and regional accreditation bodies;
- Reporting to the wider Medical Board.

Public Relations:

- Press releases, Doctor's lists, Annual General Meetings, etc.

Internal Audit:

- Auditing activities of accounts of the Board.

**Section 7 (1) (a) (ii)**

**Categories of Documents in Possession of the Medical Board of Trinidad & Tobago:**

1. Register of Doctors practicing Medicine in Trinidad & Tobago;
2. Division of the Register into the following categories:
  - a. Provisional Registration
  - b. Temporary Registration, inclusive of:
    - i. Academic
    - ii. Conditional and
    - iii. Special Registration
  - c. Full Registration
  - d. An active list – of all Doctors resident and working in Trinidad & Tobago
  - e. An “overseas register” of Doctors currently registered, but residing abroad;
3. Register of Specialist Qualifications;
4. Register of Additional Qualifications;
5. Individual Dossier of each Board Member with appropriate record of academic data, registration data, complaints against individual Board Members, disciplinary actions against Members and all correspondence pertaining to Registered Members;

843—Continued

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

6. Performance evaluation of Registered Members where applicable;
7. Record of status of annual retention fees and annual licence;
8. Record of indebtedness to the Board;
9. Minutes of all monthly Board Meetings, Annual General Meetings, Extraordinary Meetings;
10. All stake-holders meetings on diverse topics;
11. Reports on all the activities of Council;
12. Annual financial statements of the Council prepared by a firm of chartered accountants;
13. Reports on legal advice and court matters undertaken by Council;
14. All official correspondence by the Council;
15. Policy and general administrative files and documents that pertain to the operation of the Board;
16. News Releases, speeches originating from the Council;
17. Booklets: Code of Ethics; Regulations; and Booklet on matters pertaining to the amendment of the Medical Board Act;
18. Personnel files detailing appointments, promotions, acting appointments, job specifications, leave etc.;
19. Files dealing with "Paid advertisements and Gazetted items";
20. Files dealing with service contracts;
21. Reports of appointees to Committees;
22. All correspondence with our line Minister, and minutes of meetings with same;
23. Booklets, books, posters, newspaper clippings etc. held by the Board;
24. Files dealing with conferences, functions etc. attended by the Council;
25. Inventory of furniture and appliances;
26. Internal and external correspondence files;
27. Legislation and Legal Instruments.

### Section 7 (1) (a) (iii)

**Material Prepared for Publication or Inspection:**

The public may inspect and/or obtain copies of the following material between the hours of **8.00 a.m. to 3.00 p.m.** on normal working days at:

Medical Board of Trinidad & Tobago  
c/o Eric Williams Medical Sciences Complex  
Uriah Butler Highway, Champs Fleurs  
Champs Fleurs

Tel: 645-5223 or 645-3232 ext. 5830  
Fax: 645-5826  
Email: [medicalboardtt@gmail.com](mailto:medicalboardtt@gmail.com)  
Website: [www.mbt.org](http://www.mbt.org)

- The complete Register of Doctors;
- Code of Ethics;
- Regulations of the MBTT;
- Medical Board Act 1960.

### Section 7 (1) (a) (iv)

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

**Literature available by subscription:**

There is to-date, no literature available from the MBTT by subscription. This Section is therefore not applicable.

**Section 7 (1) (a) (v)**

**Procedure to be followed when accessing a Document from the MBTT:**

▪ **General Procedure**

Our policy is to answer all requests, both oral and written, for information. The FOIA sets a time limit of thirty (30) calendar days from the date the request was received. However, in order to have the rights given to you by the FOIA (for example the right to challenge a decision if your request for information is refused), you must make your request in writing. The applicant must, therefore, complete the appropriate form (Request for Access to Official Documents) available in our **Reception area**, or from one of our office staff for information that is not readily available to the public.

▪ **Addressing Requests**

To facilitate prompt handling of your request, please address it to the Designated Officer of the MBTT (**see Section 7 (1) (a) (vi) for further details**).

▪ **Details in the Request**

Applicants should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided clarification will be sought from the applicant. If you are not sure how to write your request or what details to include, communicate with our Designated Officer.

**Requests not handled under the FOIA**

- A request under the FOIA will not be processed to the extent that it asks for information which is readily available to the public, either from this public authority or from another public authority, for example brochures, pamphlets, reports etc.

**Responding to your Request**

▪ **Retrieving Documents**

The public authority is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Information stored in the

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

National Archives or another storage center, will be retrieved in order to process your request.

Prior to the commencement of the Freedom of Information Act, 1999 old records may have been destroyed. The granting of a request for such documents may therefore be impossible. Various laws, regulations and manuals give the time periods for keeping records before they may be destroyed. For example, The Exchequer and Audit Act, Chap. 69:01.

▪ **Furnishing Documents**

An applicant is entitled to copies of information we have in our possession, custody or power. We are required to furnish only one copy of a document. If we cannot make a legible copy of a document to be released, we may not attempt to reconstruct it. Instead, we will furnish the best copy possible and note its quality in our reply.

Please note we are not compelled to do the following:

- (a) Create new documents. For example, we are not required to write a new program so that a computer will print information in the format you prefer.
- (b) Perform research for you.

**Time Limits**

▪ **General**

The FOIA sets a time limit of thirty (30) calendar days for determination of your request for access to documents. If we fail to meet this deadline, the FOIA gives you the right to proceed as though your request has been denied. We will try diligently to comply with the time limit. If it appears that processing your request may take longer than the statutory limit, we will acknowledge your request and advise you of its status. Since there is a possibility that requests may be incorrectly addressed or misdirected, you may wish to call or write to confirm that we have received the request and to ascertain its status.

▪ **Time Allowed**

We will determine whether to grant your request for access to information as soon as practicable but no later than 30 days from the date the request was received as required by Section 15 of the FOIA. If a decision is taken to grant access to the

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

information requested, you will be permitted to inspect the documents and/or be provided with copies.

### **Section 7 (1) (a) (vi)**

**Officers in the MBTT responsible for:**

- (1) The initial receipt of and action upon notices under Section 10,
- (2) Requests for access to documents under Section 13 and,
- (3) Applications for correction of personal information under Section 36 of the FOIA.

**The Designated Officer is:**

The President, Council of the MBTT  
c/o E.W.M.S.C. Uriah Butler Highway  
CHAMPS FLEURS  
TEL: 645-5223 or 645-3232 ext. 5830  
FAX: 645-5826  
E-MAIL: [medicalboardtt@gmail.com](mailto:medicalboardtt@gmail.com)

**The Alternate Officer is:**

The Secretary/Treasurer, Council of  
the MBTT, c/o E.W.M.S.C. Uriah  
Butler Highway, CHAMPS FLEURS  
TEL: 645-5223 or 645-3232 ext. 5830  
FAX: 645-5826  
E-MAIL: [medicalboardtt@gmail.com](mailto:medicalboardtt@gmail.com)

### **Section 7 (1) (a) (vii)**

At present there are no bodies that fall within the meaning of this Section of the FOIA.

### **Section 7 (1) (a) (viii)**

#### **Library/Reading Room Facilities**

At the present time, the MBTT does not have a Library or Reading Room, in which information in the Public Domain can be accessed. However, we will accommodate as best as we can, any person requesting information from Mondays to Fridays, between the hours of 8.00 a.m to 3.00 p.m.

Certain information may be readily accessed through our website at <http://www.mbt.org>. You may make general enquiries to one of our Secretaries at 645-5223 or 645-3232 ext. 5830.

**Policy of the MBTT for provision of copies of documents that is readily available to the public.**

**Examples:**



UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

- Charge for photocopies is TT\$5.00 per page, however if you provide your own paper TT\$3.00 will be charged.
- Provision of documents may be subject to a charge to cover administrative costs.
- No smoking, eating or drinking is allowed in our office.

### ***Section 8 (1) (a) (i)***

Documents containing interpretations or particulars of written laws administered by the public authority, not being particulars contained in another written law.

Applicable: MBTT Code of Ethics, Regulations & Responses to Complaints.

### ***Section 8 (1) (a) (ii)***

Manuals, rules, statements of policy, records of decisions, letters of advice to persons outside the MBTT, or similar documents containing rules, policies, guidelines, practice or precedents.

Applicable: MBTT Code of Ethics, Regulations & Responses to Complaints.

### ***Section 8 (1) (b)***

In enforcing written laws or schemes administered by the public authority where a member of the public might be directly affected by that enforcement, being documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of, the written laws or schemes.

Applicable: MBTT Code of Ethics, Regulations & Responses to Complaints.

### ***Section 9 (1) (a)***

A report of a statement containing the advice or recommendations of a body or entity established within the MBTT.

Quality Assessment, UWI; Performance Appraisal Forms

### ***Section 9 (1) (b)***

(1) A report, recommendation or statement of advice from MBTT. (2) A report, statement containing the advice or recommendation by the Minister of Health on a matter of Medical Emergency.

Not Applicable

### ***Section 9 (1) (c)***

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

A report, or a statement containing the advice or recommendations, of an inter-departmental Committee whose membership includes an officer of the MBTT.

Not Applicable

**Section 9 (1) (d)**

A report or a statement containing the advice or recommendations, of a committee established within the MBTT to submit a report, provide advice or make recommendations to the Minister of Health or to another Council Member who is not a member of the committee.

Not applicable

**Section 9 (1) (e)**

A report (including a report concerning the results of studies, surveys or tests) prepared for the MBTT by a scientific or technical expert, whether employed within the MBTT or not, including a report expressing the opinion of such an expert on scientific or technical matters.

Not Applicable

**Section 9 (1) (f)**

A report prepared for the MBTT by a Consultant who was paid for preparing the report.

Not Applicable

**Section 9 (1) (g)**

A report prepared within the MBTT and containing the results of studies, surveys or tests carried out for the purpose of assessing, or making recommendations on, the feasibility of establishing a new or proposed Government policy, programme or project.

Not Applicable

**Section 9 (1) (h)**

A report on the performance or efficiency of the MBTT, or of an office, division or branch of the MBTT, whether the report is of a general nature or concerns a particular policy, programme or project administered by the MBTT.

Not Applicable

**Section 9 (1) (i)**

UPDATED PUBLIC STATEMENT OF THE MEDICAL BOARD OF TRINIDAD AND TOBAGO  
IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999 (FOIA)—CONTINUED

A report containing \*(1) final plans or proposals for the re-organization of the functions of the MBTT, \*(2) the establishment of a new policy, programme or project to be administered by the MBTT, or \*(3) the alteration of an existing policy programme or project administered by the MBTT, whether or not the plans or proposals are subject to approval by an officer of the MBTT, another public authority, the Minister of Health or Cabinet.

Not Applicable

**Section 9 (1) (j)**

A statement prepared within the MBTT and containing policy directions for the drafting of legislation.

MBTT's Handbook on Amendment to the Medical Board Act.

**Section 9 (1) (k)**

A report of a test carried out within the MBTT on a product for the purpose of purchasing equipment.

Not Applicable

**Section 9 (1) (l)**

An environmental impact statement prepared within the MBTT.

Not Applicable

**Section 9 (1) (m)**

A valuation report prepared for the MBTT by a valuator, whether or not the valuator is an officer of the MBTT.

Not Applicable



# GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

## UPDATED PUBLIC STATEMENT OF THE NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY (NALIS) IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT (FOIA) 1999 FOR THE YEAR 2023

### THE FOLLOWING INFORMATION IS PUBLISHED BY THE NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY (NALIS)

In accordance with Sections 7, 8, and 9 of the Freedom of Information Act (FOIA) 1999, the National Library and Information System Authority (NALIS) is required by law to publish the following statement, which is an update of the statement published in 2022. This statement lists the documents and information generally available to the public. The Act gives the public a general right of access to official documents held by the National Library and Information System Authority (NALIS), namely:

1. A legal right for each person to access information held by NALIS;
2. A legal right for each person to have official information relating to him/herself amended where it is incomplete, incorrect or misleading;
3. A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA;
4. A legal right to complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

#### Section 7 Statements

##### Section 7 (1) (a) (i)

#### Function and Structure of NALIS

##### Mission Statement:

"The national provider of reliable, equitable and inclusive library and information services."

##### About NALIS

Established by Act No. 18 of 1998, which provides for the development and coordination of all library and information services in Trinidad and Tobago and related matters.

This Act incorporated the then existing three Public Library Services into the Authority. It also created the mechanism for bringing special libraries, libraries in the educational sector and public libraries in Tobago under the ambit of the Authority. This is done through Memoranda of Understanding with Permanent Secretaries, Heads of Department, Heads of Statutory Authorities and the appropriate officer of the Tobago House of Assembly, regarding the management of libraries under their control (Cl. 6 (1) Act No. 18 of 1998).

Section 9 (1) of this Act provides for the establishment of a Board of NALIS. The Board shall consist of eight (8) members appointed by the President and the Executive Director who is an ex officio member. The members appointed by the President shall be from amongst persons who have special qualifications in, and practical experience of, matters relating to one or more of the following disciplines: Library services, information technology, education, law, science and technology, corporate business, financial management, human resource management, culture, public administration or any other area of endeavor which the President considers will advance the interest of NALIS.

The administration of NALIS is headed by an Executive Director and Deputy Executive Director, who are appointed by the President, in accordance with Sections 12 and 17 of the Act respectively.

The overall staffing of all libraries within NALIS totals about 740 persons. The Head Office of the Authority is located at the National Library of Trinidad and Tobago, 23 Abercromby Street, Port-of-Spain 100509. NALIS comprises Divisions and Departments which are headed by Directors or Heads of Departments.

These Divisions and Departments and an overview of their functions are as follows:

1. **Office of the Executive Director** is charged with managing the affairs of NALIS subject to the directions of and in accordance with policies determined by the Board.
2. **Public Libraries Division** is responsible for administering and coordinating the network of Public Libraries throughout Trinidad. Libraries are located in Arima, Barataria, Beetham Gardens, Belmont, Chaguanas, Couva, Debe, Maloney, Mayaro, Mt. Hope/Mt. Lambert, Moruga, Point Fortin, Port-of-Spain, Princes Town, Rio Claro, San Fernando, Sangre Grande, Siparia, St. Helena, St. James, and Tunapuna. The Division is also responsible for four Correctional Institutional Libraries. They are situated at the Maximum Security Prison, St. Jude's School for Girls, the Women's Prison, and the Youth Training and Rehabilitation Centre (YTC).
3. **Heritage Library Division** is responsible for the collection, preservation and exploitation of all information produced by and about Trinidad and Tobago and by extension the Caribbean. The Heritage Library is located on the Second Floor of the National Library of Trinidad and Tobago, Port-of-Spain, and is freely accessible to members of the public for the conduct of research. Through the Heritage Library NALIS fulfils its role as the International Federation of Library Association - Preservation and Conservation (ILFA-PAC) Regional Conservation Centre for Trinidad and Tobago and the Caribbean and is home to a state-of-the-art book conservation lab located in the basement level of the National Library Building.

4. **Educational Library Services Division** is responsible for providing strategic, tactical and operational services to all libraries under the ambit of the Ministry of Education (MoE). This includes: staffing of libraries in the education sector; setting standards; monitoring and controlling operations; provision of library and information services to support schools' curriculum and the Ministry's research agenda; and the development of literacy and lifelong learning. The Educational Library Services network currently consists of School Library Media Centres in 133 secondary schools. It is also responsible for the setup of libraries in all government-funded primary schools and corporate libraries of the MoE. The administrative offices are located on the First Floor, National Library Building.

5. **Information Networks Division** is responsible for the development and maintenance of the ICT infrastructure throughout the NALIS network and ensuring the optimal use of ICT's in the delivery of services to internal and external customers. The office is located at the Third Floor, National Library of Trinidad and Tobago.

6. **Corporate Secretariat and Legal Services Department** advises the Board and the Authority on legal and procedural matters and acts as Secretary to the Board.

7. **Finance Division** is responsible for designing and implementing proper systems and controls to ensure efficient and effective use of funds allocated to NALIS, safeguarding assets and ensuring proper accountability in accordance with all relevant rules and regulations.

8. **Human Resources Division** strives to be a responsive and proactive entity providing strategic HR oversight, and continuous implementation of modern procedures and practices. The Division is tasked with maximising employee productivity while protecting the organisation from any issues that may arise within the workforce. The Division also is responsible for attracting and retaining competent employees who share NALIS' values as well as provides technical advice and facilitates engagement, administrators, manpower planning, human resource development, employee and industrial relations, compensations management, change management, occupational safety and health and benefits administration.

9. **Special Libraries Services Department** is responsible for coordinating staff in the Special Libraries in Government Ministries and Departments. Administrative offices are located at the Fourth Floor, National Library of Trinidad and Tobago.

10. **Technical Services Department** is responsible for the acquisition, processing and distribution of library materials identified by the Public Library Division and the Heritage Library Division. It also coordinates the issuance of International Standard Book Numbers (ISBNs) in collaboration with the CARICOM Secretariat.

11. **Public Relations and Marketing Department** is responsible for developing and implementing integrated marketing communications strategies aimed at brand management and promoting the Authority's products and services. The department also manages NALIS' rental of facilities and bookings.

12. **Research Planning and Development Department** is responsible for planning, organizing, and conducting programmes of research into areas related to library services.

13. **The Facilities and Project Management Department** is responsible for the upkeep, maintenance and repair of NALIS' facilities and providing project management expertise to ensure that libraries are built to international standards.

14. **Internal Audit Department** is responsible for examining and evaluating the adequacy and effectiveness of the organisation's governance, risk management, and internal controls as well as the quality of performance in carrying out assigned responsibilities to achieve the organization's stated goals and objectives.

15. **The Corporate Security Department** is responsible for ensuring that the security architecture and systems are conducive to the environment of NALIS.

16. **The Procurement Department** is responsible for the oversight and conduct of NALIS' procurement of goods and services in keeping with best practice and procedure.

17. **The Tobago Library Services (TLS)** is responsible for the provision of library and information services in Tobago. The management of the TLS falls under the ambit of the Tobago House of Assembly (THA) and is guided by a Memorandum of Understanding (MOU) between NALIS and the THA.

#### Effect of functions on members of the public

1. Public libraries throughout the NALIS network are freely accessible to all children, young adults and adults, whether they are citizens or

residents of Trinidad and Tobago for:

- (i) consultation of newspapers, periodicals, reference materials and electronic resources,
- (ii) borrowing of lending materials onsite and online, after completing membership procedures,
- (iii) accessing information on the Internet using the libraries' computers,
- (iv) basic instruction and guidance in the use of computers,
- (v) participating in a wide range of educational, social and cultural programmes,
- (vi) Free Wi-Fi using personal electronic devices.

2. Special activities such as storytelling, book clubs, computer training, various competitions and workshops are organised for children at all branches of the public library system.

3. Adult Literacy classes, organised by the Adult Literacy Tutors Association (ALTA) are facilitated at public libraries, in addition to Youth Literacy classes for young persons between the ages 9 – 11 and 13 – 15 years.

4. The Heritage Library is freely accessible to all for conducting research on reference materials pertaining to Trinidad and Tobago and the Caribbean.

5. Libraries in schools in the secondary and primary sectors provide library and information services that positively impact upon the education of students in the school system.

6. Libraries provide online resources such as eBooks, eMagazines, research databases via the NALIS website and other content via social media pages.

#### Section 7 (1) (a) (ii)

#### Categories of Documents in the possession of NALIS

The Authority maintains the following records at its Head Office:

- Annual and other periodic reports
- Contracts for products and services supplied to NALIS
- Financial Records – being accumulation of records on all financial transactions, payments, salaries and wages
- Audited Financial Statements
- General documents related to Pension Fund Management
- General documents related to the administration of the Library and Information Science Scholarship Programme
- General Files – being accumulation of records of the general administration of NALIS
- Inventory of Furniture and Equipment for the Authority
- Job Descriptions for vacant positions
- Job/Position Descriptions – lists of duties, qualifications and competencies required for all jobs on the establishment of NALIS
- Lease Agreements for premises rented by NALIS for offices and libraries
- Library Plans – plan for the National Library Building; plans for Public Library buildings and premises; Plan for Disaster Preparedness
- Personal Files – being employment records of all persons on the staff of the Authority
- Policies and Procedures (see below)
- Research Reports – on research undertaken by NALIS
- Tenders documents for the procurement of goods and services
- Cabinet Correspondences
- Minutes of Board, Management and Professional Staff Meetings
- Promotional material.


#### Section 7 (1) (a) (iii)

#### Material prepared for publication or inspection

Published documents and other general information may be viewed at NALIS' Head Office between the hours of 9:00 am and 3:00pm at:

23 Abercromby Street,  
Port of Spain 100509.  
Phone: (868) 624-4466 ext 2323  
Email: pr.marketing@nalis.gov.tt  
Phone: 624-4466 ext 2324/2323

- Act No. 18 of 1998 (NALIS Act)
- NALIS Regulations (Legal Notice No. 147 of 2021)
- Administrative and Annual Reports
- NALIS Identity Standards
- NALIS In The News (Quarterly Newsletters)
- Pension Plan Fund Members Booklet
- Service Brochures and Promotional Materials
- Staffing structure for NALIS – organisational chart showing



**GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO**  
**UPDATED PUBLIC STATEMENT OF THE NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY (NALIS) IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT (FOIA) 1999 FOR THE YEAR 2023**

---

administrative staff structure for NALIS

- Subject Guides to local information
- The National Library and Information System Authority (NALIS) Historical Data, Main Divisions, Principal Objectives and Functions
- The National Library – Brief data
- The Heritage Library – Brief data
- Public Libraries – Brief data
- Educational Library Services Division – Mission and Aims
- Educational Library Services Division – School Library Manual
- Special Libraries – list of Special Libraries in Government Ministries and contact personnel
- Library Links – connections to major library bodies and organisations locally, regionally and internationally
- Bibliographies
- National Library Week Materials
- Heritage Library User's Guide
- Heritage Library – From Slavery to Freedom: a timeline of the Emancipation Movement
- Heritage Library Information Pamphlets: Folklore, traditional Carnival Characters, 100 years of Syrian/Lebanese Presence in Trinidad and Tobago
- "Connectors" Newsletter

Materials are also available via NALIS' website at [www.nalis.gov.tt](http://www.nalis.gov.tt).

**Section 7 (1) (a) (iv)**  
**Literature available by subscription**

"Trinidad and Tobago - National Bibliography: A select classification list of materials printed and published in Trinidad and Tobago." Annual (Latest ed. Vol. 23 Cumulated Issue 2000-2005) – US\$20 Trinidad and Tobago and the Caribbean, USS40 outside the Caribbean.

**Please contact or write to:**  
 NALIS

Technical Services Department  
 National Library of Trinidad and Tobago  
 23 Abercromby Street, Port of Spain 100509  
 Tel: 624-4466 ext.2015

**Section 7 (1) (a) (v)**  
**Procedure to be followed for accessing documents from NALIS.**

**How to Request Information:**

Our policy is to answer all requests for information, both oral and written. However, in order to comply with the FOIA, applicants must complete the appropriate form – **Request for Access to Official Documents**. These forms are available in our reception area, at the National Library in Port-of-Spain and at all public library branches throughout Trinidad. Completed request forms must be submitted to the Designated Officer at the National Library of Trinidad and Tobago, Port of Spain, either in person or by post.

**Addressing Requests**

To facilitate prompt handling, all requests should be addressed to the Designated Officer, listed at S 7 (1) (a) (v) hereunder.

**Details in the Request**

Applicants should provide sufficient details to allow for identification and location of the documents being requested. All applications must be signed by the applicant.

**Time Allowed**

A decision to grant or refuse access will be communicated to the applicant within thirty (30) calendar days of the request being received at NALIS' Head Office.

**Section 7 (1) (a) (vi)**  
**Designated Officers**

The Designated Officers in NALIS are responsible for:

- Handling enquiries regarding documents arising from this Statement, pursuant to Section 10 of the Act,
- Requests for access to documents under Section 13, and
- Applications for corrections of Personal Information under Section 36 of the Act.

**The Designated Officer is:**  
 Mr. Brahma Beharrysingh  
 Corporate Secretary  
 NALIS Head Office  
 National Library of Trinidad and Tobago  
 23 Abercromby Street, Port of Spain 100509  
 Tel: 624-4466 ext. 2427  
 Email: [brahma.beharrysingh@nalis.gov.tt](mailto:brahma.beharrysingh@nalis.gov.tt)

**The Alternate is:**  
 Ms. Anna Yearwood-Felician  
 Legal Officer  
 NALIS Head Office  
 National Library of Trinidad and Tobago,  
 23 Abercromby Street, Port of Spain 100509

Tel: 624-4466 ext.2425  
 Email: [anna.yearwood-felician@nalis.gov.tt](mailto:anna.yearwood-felician@nalis.gov.tt)

**Section 7 (1) (a) (viii)**  
**Library/Reading Room Facilities**

Information in the public domain can be accessed at any reference or lending library and through our Website – <http://www.nalis.gov.tt>

You may make general enquiries at the service desk of any library service point, during the library's opening hours.

The Reading Room of the Authority is located at NALIS Head Office, National Library of Trinidad and Tobago, 23 Abercromby Street, Port-of-Spain. All fixed library locations offer Reading Room facilities, during opening hours.

Materials will be made available for consultation there, subject to agreed dates and times beforehand, with the Designated Officer.

Documents may be printed from the NALIS Website, subject to the availability of print facility at the particular library. There is a cost to printing materials at libraries.

**Section 8 (1) (a) (ii)**  
**Documents provided by NALIS for use or guidance of its officers and staff**

- Library Rules
- NALIS Strategic Plan 2020-2025
- Policies -
  - Acquisitions
  - Advertising
  - Audio Visual and Multi-Media
  - Credit Card
  - Collection Management (Revised)
  - Communication
  - Corrective Action and Discipline
  - Cheque & Electronic Funds Transfer (EFT) Signatory Policy
  - Email
  - Facilities Rental
  - Financial Rules
  - General Indexing Policy
- Human Resource Policy Guidelines and Procedure Manual
- ICT Equipment Loan
- Indexing Policy for Caribbeana
- Internal Audit Report and Response Processing Procedures
- Internet Use

Lease of Property  
 Library Use  
 Policy for Handling Queries  
 Policy for Periodicals  
 Recruitment and Selection for Grades 8 and Above  
 Rental  
 Revenue Generation  
 Reward and Recognition Policy  
 Sale of Liveries Policy  
 Sponsorship Policy  
 Tenders Rules and Procedures (Revised)  
 Unattended Children  
 Visitors to the Workplace  
 Volunteer  
 Work from Home (Policy and Procedural Guide)

- Preservation Planning Study – Draft (Silverman Study) March, 2005
- Procedures on the care and handling of material
- Public Library Development Plan 2004-2020
- School Libraries Manual
- Standards for Secondary School Library Media Centres
- The Freedom of Information Act 1999 (FOIA) - (Summary information for NALIS Staff)
- The National Library and Information System Act, Chapter 40:01, Act No. 18 of 1998.
- NALIS Regulations (Legal Notice No. 147 of 2021)

**Section 8 (1) (b)**

In enforcing written laws or schemes administered by the public authority where a member of the public might be directly affected by that enforcement, documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of the written laws or schemes.

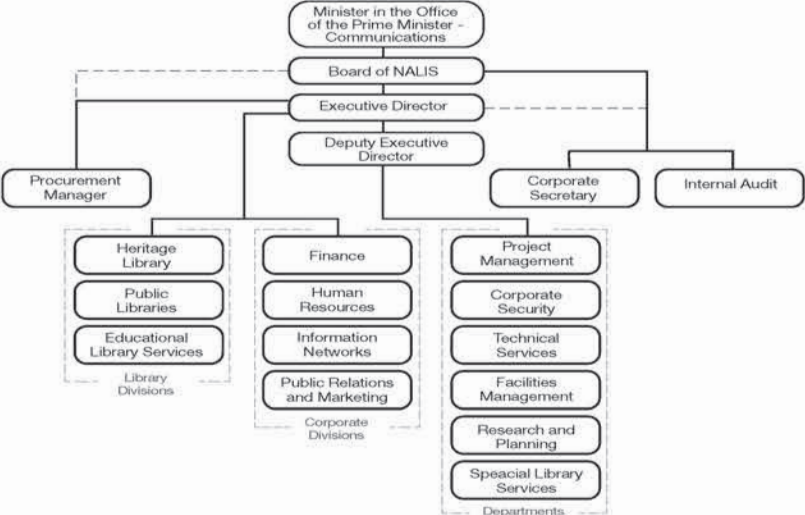
- NALIS Regulations (Legal Notice No. 147 of 2021).

**Section 9 (1) Reports and Statements:**

- NALIS' Audited Financial Statements for years ended 30th September 1998 - 2015
- Finance Division Audit Report – Fiscal year ended September 30th, 2001.
- Human Resource Department Audit – June to August 2004
- Internal Audit Reports for Public Libraries – 2005
- Strategic Imperatives for NALIS 2003-2008
- NALIS Strategic Plans 2016-2019 and 2020-2023
- Public Library Development Plan 2004 – 2020
- Preservation Planning Study – (Silverman Report) March, 2005
- Staffing Proposals for NALIS; Report of Staff Needs Assessment Team, December 2004.

---

**ORGANISATIONAL CHART**  
**NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY**



```

graph TD
    A[Minister in the Office of the Prime Minister - Communications] --> B[Board of NALIS]
    B --> C[Executive Director]
    C --> D[Deputy Executive Director]
    C --> E[Procurement Manager]
    C --> F[Corporate Secretary]
    C --> G[Internal Audit]
    D --> H[Heritage Library]
    D --> I[Public Libraries]
    D --> J[Educational Library Services]
    D --> K[Library Divisions]
    D --> L[Finance]
    D --> M[Human Resources]
    D --> N[Information Networks]
    D --> O[Public Relations and Marketing]
    D --> P[Corporate Divisions]
    D --> Q[Project Management]
    D --> R[Corporate Security]
    D --> S[Technical Services]
    D --> T[Facilities Management]
    D --> U[Research and Planning]
    D --> V[Special Library Services]
    D --> W[Departments]
    
```

**National Library and Information System Authority • 23 Abercromby Street, Port of Spain 100509 • [www.nalis.gov.tt](http://www.nalis.gov.tt)**


**PAGE 02**

**REFERENCE BLOCK** DATE: 11th May 2023 TIME: 1:53 PM

JOB NO: 24612  
 CLIENT: NALIS  
 DESCRIPTION: PRESS AD 33X7(X2) BW  
 FOIA Statement - 2023 -revised 01a

REDUCED SIZE   
 ACTUAL SIZE

ARTIST: PK



Approved by

Art Director \_\_\_\_\_ Date \_\_\_\_\_

Creative Director \_\_\_\_\_ Date \_\_\_\_\_

Traffic Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Account Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Account Executive \_\_\_\_\_ Date \_\_\_\_\_

Client \_\_\_\_\_ Date \_\_\_\_\_

Copyright © 2015 Corbin Communications Limited. All rights reserved. This presentation, and the content therein, may not be adopted, reproduced, displayed, or distributed, in whole or in part, without the permission of Corbin Communications Limited.

845

NOTICE OF INTENDED REMOVAL OF DEFUNCT  
COMPANIES FROM REGISTER

[Section 461(3) of the Companies Act, 1995, Chap. 81:01]

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

*Name of Companies*

AQUI BROTHERS LIMITED—A 52 (C)

AGROTEC LIMITED—A 3525 (95)

ACCOUNTING & VAT OUTSOURCERS LIMITED—  
A 3634 (95)

ALBION GRILL LIMITED—A 5834 (95)

COLORS (TRINIDAD AND TOBAGO) LIMITED—C 2215 (C)

CONSTRUCTION AND TECHNICAL SERVICES  
LIMITED—C 3194 (95)

D ARTHUR'S HOTEL LIMITED—D 2102 (95)

FLEXO-TECH LTD.—F 1033 (95)

KAMJET GENERAL CONTRACTORS LTD.—K 1862 (95)

MAXX ONLINE SERVICES LIMITED—M 2978 (95)

MIAMI IMPORTS LTD.—M 3503 (95)

MODERN LAPAROSCOPIC SERVICES LIMITED—  
M 3860 (95)

MI AMAYA LTD.—M 4476 (95)

PLANTATION BEACH VILLAS LIMITED—P 958 (C)

SHADEV CONSTRUCTION LIMITED—S 6795 (95)

SEALEVEL GUESTHOUSE LIMITED—S 7325 (95)

TRINIDAD AND TOBAGO PROPERTY EXCHANGE  
LIMITED—T 4723 (95)

TODDSVILLE ESTATES LIMITED—T 6068 (95)

WILDFIRE CONSTRUCTION LIMITED—W 1668 (95)

GARDEN 22 FARMS LTD.—C 2022071409801

Dated this 26th day of May, 2023 at the Registrar General's Office.

K. BRIDGEWATER  
*Registrar General*

846

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

*Name of Companies*

BELLA ROSES LIMITED—B 3275 (95)

CARIBBEAN PARTNERSHIPS COMPANY LIMITED—C 2611 (C)

CASHIMA GENERAL CONTRACTING AND SERVICES  
LIMITED—C 6852 (95)

KRISTA'S EXECUTIVE TOURS AND RENTALS  
LIMITED—K 957 (95)

MICHAEL CHARLES PROJECT MANAGEMENT  
SERVICES LTD.—M 4090 (95)

PREYSAL'S PET RESCUE—P 2288 (95)

PENNY SAVERS AUTO SUPPLIES LIMITED—  
P 3472 (95)

SUBCOOLING TECHNOLOGIES LIMITED—S 6402 (95)

TRINIDAD WATER PURIFICATION TECHNOLOGIES  
LTD.—T 6233 (95)

VILLIERS INTERACTIVE RESEARCH & BRANDING  
LIMITED—V 1045 (95)

AWESOME INTEL LIMITED—C 2013032002314

VINNE GENERAL CONTRACTING LIMITED.—  
C 2014021008162

H.I.N.K.K MAINTENANCE & TRANSPORT LTD.—  
C 2015102901061

CELTIC CONTRACTING SERVICES LTD.—  
C 2015123002688

GIBSINGH SERVICES LIMITED—C 2016022304122

ISPARKED LIMITED—C 2016032204771

AWESOME COPYRIGHT LTD.—C 2017022002743

WATER PLUS IMPORT AND CONSULTING SERVICES  
LIMITED—C 2017080706302

SOFT SHELL MEDIA LTD.—C 2017110808638

ARENO MARKETING LIMITED—C 2018010900003

SEIDOTEK LTD.—C 2018051103772

R N B ENGINEERING AND CONSTRUCTION  
COMPANY LIMITED—C 2018122809244

EXCELLENCE LOGGING TRINIDAD & TOBAGO  
LTD.—C 2018112708201

DEEP BLUE CHARTERS LIMITED—C 2019032801431

PIERCE COLLECTIVE LTD.—C 2020082803207

FLAGSHIP SHIPPING AGENCY LIMITED—  
C 202003100503

PASTRYLAND BAKERY LTD.—C 2021010608927

CARIBBEAN HUB AND SPOKE LIMITED—  
C 2021021906051

PREMRAJ & SAVITRI SIRJU EQUIPMENT RENTALS  
AND REPAIRS CO. LTD.—C 2021022606583

WII BIZZ ELECTRONICS AND APPLIANCES  
LIMITED—C 2021062900461

NAD-WAY ENTERPRISES LTD.—C 2021020304001

THE GOURMET VILLAGE LTD.—C 2021020804362

Dated this 26th day of May, 2023 at the Registrar General's Office.

K. BRIDGEWATER  
*Registrar General*

847

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

*Name of Companies*

ACOS RESOURCES CONSULTANTS LIMITED—A 2148 (95)  
 BOBBY'S FOREIGN USED PARTS LIMITED—B 1126 (C)  
 BLUE CAY (TRINIDAD) LIMITED—B 3665 (95)  
 COMMUNIQUE CREDIT CONSULTANCY SERVICES LIMITED—C 7330 (95)  
 DEMMING MARKETING LIMITED—D 1065 (95)  
 DESIGN RESORTS LIMITED—D 1226 (95)  
 JOEKAM LANDSCAPING AND MAINTENANCE CO. LTD.—J 2102 (95)  
 NAZEE LIMITED—N 1929 (95)  
 SAYOCON BUILDERS LIMITED—S 5747 (95)  
 SOOKHAI'S DISTRIBUTORS LIMITED—S 6217 (95)  
 SAN JUAN MAINTENANCE CO. LTD.—S 6424 (95)  
 STREAMLINE INVESTMENTS LTD.—S 6916 (95)  
 WM TRADING LIMITED—W 1888 (95)  
 ANLYN GATES LIMITED—C 2013011501337  
 JENESHA AND PREMCHAND GENERAL CONTRACTING LTD.—C 2013061003870  
 RAGHOONATH IMPORTS & EXPORTS COMPANY LIMITED—C 2015082109357  
 PROCUREMENT SOLUTIONS TRINIDAD AND TOBAGO LTD.—C 2015111901702  
 J. WESTERN CONSTRUCTION COMPANY LIMITED—C 2015112601906  
 ASSOCIATION OF PROFESSIONAL TRAINERS—C 2016102700188  
 ISLAND STYLE ROTI SHOP LIMITED—C 2018020800966  
 REGENTT FOUNDATION FOR THE FUTURE—C 2018071905319  
 NAGOYA MOTORS LIMITED—C 2019061103543  
 ACTIVATION POINT OF SALES SPECIALIST LIMITED—C 2019091107865  
 WEIJIAN MINI BAR LTD.—C 2020011506602  
 BUILDING BLOCKS ACADEMY LTD.—C 2020070606181

MALABAR PASTRY DELIGHTS LTD.—C 2021030306768

AIRHYDCO. DIRECT LTD.—C 2021090707781

JUMMAS GLASS SUPPLY LIMITED—C 2021091008008

ARCHAIC SKINCARE LTD.—C 2022021808421

RAMDASS FARM FRESH PRODUCE LIMITED—C 2022032201783

MIDLAND GENERAL TRADING LIMITED—C 2022050605241

Dated this 26th day of May, 2023 at the Registrar General's Office.

K. BRIDGEWATER  
*Registrar General*

848

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

*Name of Companies*

LCA LIMITED—L 1162 (95)  
 TRINITY SHEET METAL LIMITED—T 470 (C)  
 VICMON LIMITED—V 79 (C)  
 UNDER PRIVILEGE CONSTRUCTION AND MAINTENANCE CO. LTD.—U 734 (95)  
 WAREHOUSE 2000 LIMITED—W 811 (95)  
 CELLE COMPANY LIMITED—C 2013092705898  
 BHAGAL'S AUTO GARAGE LIMITED—C 2014013107941  
 STARFORD & SHIVON WILLIAMS SERVICES LTD.—C 2014120203757  
 SAGITTARIUS PROJECTS LIMITED—C 2016030704431  
 MIDNIGHTS PROFESSIONAL CLUB LTD.—C 2017110908639  
 CHARLIEVILLE SMART SHOPPER COMPANY LTD.—C 2017112108860  
 A.M. STOP N SHOP SUPERMARKET LTD.—C 2020081401803  
 ETHANYA MARKETING LIMITED—C 2021083007054

Dated this 26th day of May, 2023 at the Registrar General's Office.

K. BRIDGEWATER  
*Registrar General*

849

NOTICE OF INTENDED REMOVAL OF DEFUNCT  
COMPANIES FROM REGISTER—CONTINUED

[Section 461(3) of the Companies Act, 1995, Chap. 81:01]

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

*Name of Companies*

KINGDOM SECURITY SERVICES LTD.—K 1143 (95)  
RAVI AND SHELLY MARKETING LTD.—R 2941 (95)  
SUPERIOR DISTRIBUTORS LIMITED—S 5653 (95)  
TOP LAUNDRY LIMITED—T 6451 (95)  
YASH & RUDRA ENTERPRISES LTD.—  
C 2013081205074  
PROACTIVE IMAGING CONSULTANCY LTD.—  
C 2013092705922  
PETES GENERAL CONTRACTORS LTD.—  
C 2013112006778  
FORTRESSLIGHT PROPERTIES LTD.—  
C 2014032509052  
TWA MANAGEMENT SERVICES LIMITED—  
C 2014032609110  
AUTO MEDIA CO. LIMITED—C 2014040309271  
BANJANZI LTD.—C 2014062300747  
SURESH SINGH TRANSPORTATION &  
CONSTRUCTION COMPANY LTD.—C 2014090502007  
JENNIK CONTRACTING LIMITED—C 2014091002118  
GSP MARKETING LIMITED—C 2015040706179  
ONLINE XPRESS LIMITED—C 2015060307642  
PSD & PETERS ENTERTAINMENT LIMITED—  
C 2015091709929  
PRINCES TOWN SENIOR CITIZEN HOME AND  
DAYCARE LIMITED—C 2015111601561  
DOCTORS DIAGNOSTIC IMAGING LIMITED—  
C 2016030704429  
ANGELO DEL GUSTO LTD.—C 2016111400615  
CARIBBEAN MAGICAL RESORT LIMITED—  
C 2017091807249  
RANGE RESOURCES WEST COAST LIMITED—  
C 2017100207561  
TRINITY DIAGNOSTICS LTD.—C 2018081405910  
ISHMAEL JESSOP & SONS CONSTRUCTION LTD.—  
C 2019112104341

Dated this 26th day of May, 2023 at the Registrar General's Office.

K. BRIDGEWATER  
*Registrar General*

850

SPECIAL LICENSING SESSION  
(Liquor Licences Act, Chap. 84:10)

REGION OF MAYARO/RIO CLARO

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licence Act, Chap. 84:10, the Licensing Committee for the Region of Mayaro/Rio Claro, has appointed TUESDAY THE 13TH DAY OF JUNE, 2023 at 9.00 o'clock in the forenoon at the Princes Town District Court as the day, hour and place at which a Special Session will be held to determine the application of Donnie Rajkumar of No. 897 Tabaquite Road, Rio Claro, for a Certificate authorising her to obtain a New Spirit Retailer's Licence in respect of premises situate at No. 901 Tabaquite Road, Rio Claro.

Dated this 19th day of April, 2023.

S. SAMUEL  
*Secretary, Licensing Committee  
Region of Mayaro/Rio Claro*

851

TRANSFER OF LICENCES  
(Liquor Licences Act, Chap. 84:10)

REGION OF SANGRE GRANDE

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Secretary of the Licensing Committee of the said District by Joy Rosalie Joseph, that it is her intention to apply to the Licensing Committee at the Sangre Grande District Court on TUESDAY THE 20TH DAY OF JUNE, 2023 at 1.00 o'clock in the afternoon, for a transfer to her of the Licence to carry on the trade of a Spirit Retailer, now held by Peewah Dulchan in respect of premises situated at Light Pole No. 50, Boodooville Circular Road, Sangre Grande in the said district.

Dated this 23rd day of May, 2023 at the Sangre Grande District Court.

A. DOUGAN-KIDNEY  
*Secretary, Licensing Committee  
Region of Sangre Grande*

852

REGION OF SIPARIA

NOTICE is hereby given that a notification in writing has this day been lodged with the undersigned Secretary of the Licensing Committee for the Licensing District of the County of St. Patrick by Maryse Telice Maison and David JR. Maison of Waddle Village, Santa Flora, that it is their intention to apply to the Licensing Committee at the Siparia District Court on THURSDAY THE 15TH DAY OF JUNE, 2023 for a transfer to them of the Licence to carry on the business of a Special Restaurant now held by David JR. Maison in respect of premises situate at No. 821 Los Bajos Junction, Los Bajos.

Dated this 16th day of June, 2023 at the Siparia District Court.

K. BALWANT  
*Secretary, Licensing Committee  
Region of Siparia*